

CLEARFIELD CITY COUNCIL MEETING MINUTES
6:00 P.M. WORK SESSION
April 1, 2014

PRESIDING:	Mark Shepherd	Mayor
PRESENT:	Keri Benson	Councilmember
	Kent Bush	Councilmember
	Ron Jones	Councilmember
	Mike LeBaron	Councilmember
	Bruce Young	Councilmember
STAFF PRESENT:	Adam Lenhard	City Manager
	JJ Allen	Assistant City Manager
	Brian Brower	City Attorney
	Greg Krusi	Police Chief
	Scott Hodge	Public Works Director
	Kim Dabb	Operations Manager
	Curtis Dickson	Community Services Deputy Dir.
	Rich Knapp	Administrative Services Director
	Summer Palmer	Human Resource Manager
	Nancy Dean	City Recorder
	Kim Read	Deputy City Recorder
EXCUSED:	Eric Howes	Community Services Director

VISITORS: There were no visitors.

Mayor Shepherd called the meeting to order at 6:05 p.m.

DISCUSSION ON THE 2014/2015 FISCAL YEAR BUDGET

Rich Knapp, Administrative Services Director, suggested the Council review the budget notes which were included in the budget document with the agenda packet. He shared a visual presentation specific to the proposed budget and indicated the budget was not yet balanced. He stated expenditures in the General Fund would need to be cut or other revenue resources would need to be identified. He reviewed the expense categories and informed the Council that payroll and operating expenses were the biggest expenditure. He reported the potential increases specific to dental and health insurance and retirement. Adam Lenhard, City Manager, stated the City was obligated to cover any increases associated with Utah Retirement Systems and reminded the Council in recent years the City had tried to cover most of the increases for employee health insurance costs without passing any portion of that on to employees.

Mr. Knapp reviewed expenditures in General Government which had been eliminated during the budget process and was prepared to respond to questions from the Council specific to Public Safety, Community Services, Economic Development and Finance. JJ Allen, Assistant City

Manager, explained the new process for administrative costs and expenses specific to the CDRA and the General Fund. A discussion took place regarding the savings associated with the e-newsletter, CDBG funds, and appropriated funds for the Youth City Council.

Mr. Lenhard inquired if there were any questions from Councilmembers Benson or Jones relative to the budget process. Councilmember Jones expressed appreciation for the prioritization of line items included in the budget. He commented he wouldn't know how to prioritize requests from the staff and wasn't sure if he knew the appropriate questions to ask. Councilmember Benson agreed with Councilmember Jones' comments. Councilmember Jones reported a question or concern he encountered from citizens while campaigning was why the City spent so much on the Fourth of July celebration.

Mr. Lenhard, explained staff's approach in preparing the budget was identifying those things which the City was obligated to pay for and appropriate necessarily. He commented there were very little discretionary funds available for appropriation once obligations had been identified. He expressed concern about increased costs associated with retirement and health insurance. Mr. Allen pointed out that as tight as the proposed budget was for next year future years would be the same without any new sources of revenue or economic development. A discussion took place relative to economic development and proposed efficiencies for consideration.

Councilmember LeBaron expressed his opinion regarding issues specific to economic development, parks and recycling. Mr. Lenhard explained the recently hired part time employee would significantly benefit the aesthetics at the City's parks. A discussion took place regarding the City's desire to communicate and educate the citizens on happenings, policies and expectations in the future.

Councilmember Benson requested clarification about the costs associated with the Mayor and City Council budget. Mr. Knapp shared the page of the budget document specific to those expenditures and Mr. Lenhard reviewed those expenditures with the Council.

Mr. Lenhard informed the Council that the tentative budget would come before the Council during the Tuesday, May 13, 2014 policy session and reported it would be a balanced budget. He continued the budget would be adopted in June. He announced the budget had been prepared without a property tax increase and explained how the tax rate and assessed value of properties, both residential and commercial, impacted the City's budget. He pointed out the City's tax rate combined with that of the NDFD (North Davis Fire District) meant that Clearfield residents and businesses had the highest tax rate compared to other cities within the County. He explained how user fees had been adopted by other municipalities as a revenue source. He announced the CDRA budget would be discussed during a work session scheduled for Tuesday, April 22, 2014.

Mr. Knapp shared an illustration specific to the Enterprise Fund revenues and reviewed those figures with the Council. He stated there would be a proposed \$350,000 increase associated with sewer fund and reminded the Council of the fee increase recently adopted by the North Davis Sewer District.

Mr. Knapp distributed a handout specific to Enterprise Fund expenditures and reviewed those figures with the Council. Mr. Lenhard reviewed the process which had been used to identify what would need to be done to redevelop new public works and parks facilities as the current facilities were aged and deficient.

The meeting adjourned at 7:13 p.m.

APPROVED AND ADOPTED
This 22nd day of April, 2014

/s/Mark R. Shepherd, Mayor

ATTEST:

/s/Nancy R. Dean, City Recorder

I hereby certify that the foregoing represents a true, accurate, and complete record of the Clearfield City Council meeting held Tuesday, April 1, 2014.

/s/Nancy R. Dean, City Recorder